



SAINT VINCENT AND THE GRENADINES

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GOVERNMENT NOTICE

No. 58

VACANCY NOTICE

Applications are invited from suitably qualified persons for appointment to the post of Registrar, Registry of Companies within the Attorney General's Chambers, Saint Lucia.

JOB DESCRIPTION

JOB TITLE : Registrar
Registry of
Companies and
Intellectual Property

REPORTS TO : Attorney General

SUPERVISES : All Staff

CLASSIFICATION : Grade 18

A. RELATIONSHIP AND RESPONSIBILITIES

1. Responsible for the regulation of the Companies and Intellectual Property sector, general management and supervision of the Registry of Companies and Intellectual Property.
2. Works under the direction of and reports to the Attorney General and the Permanent Secretary.

B. DUTIES AND TASKS

1. Ensure regulation of the Companies and Intellectual Property sector, in accordance with legislation.
2. Ensure timely and efficient registration of Companies and Intellectual Property matters as appropriate.

3. Conduct hearings, as appropriate.
4. Ensure efficient running of the Companies and Intellectual Property Registry.
5. Prepare opinions and provide legal advice to the Government of Saint Lucia, through the Attorney General.
6. Provide general supervision and management of the staff and office.
7. Assist with the preparation of the Attorney General's Chambers contributions to the Estimates of Revenue and Expenditure.
8. Assist in the organizing of meetings, conferences/seminars in relation to the role of the Department and represent the Attorney General as required.
9. Develop and execute a public awareness programme for the Registry.
10. Perform such other duties as may be assigned from time to time by the Attorney General, Solicitor General/Permanent Secretary.

C. CONDITIONS

1. Maintain a vehicle for the proper performance of duties.
2. Office accommodation provided.
3. Institutional support provided consistent with appropriate civil service regulations and departmental guidelines.
4. Opportunities exist for personal development, career advancement and training.

5. Salary is in accordance with Public Service guidelines.

6. This post is non-pensionable.

D. EVALUATION METHOD

Work performance will be evaluated on the basis of the following:

1. Timely completion of assignments and meeting task deadlines.

2. Demonstration of sound administrative and supervisory capabilities and interpersonal skills.

3. Knowledge and understanding of the Laws of St. Lucia, relating to Companies, Intellectual Property and Public Service Regulations.

4. Effective implementation of duties, responsibilities and assignments as defined in the job description.

E. SKILLS, KNOWLEDGE AND ABILITIES

1. A working knowledge of the structure of the Public Service and of the Civil Service administrative policies and procedures, and the ability to apply civil service rules and regulations.

2. Ability to plan and organize work and prepare clear and concise reports.

3. Ability to mobilize staff in order to meet deadlines.

4. Professional legal qualifications.

5. Ability to maintain effective working relationships with all staff and external stakeholders.

6. A sound knowledge of the Laws of St. Lucia.

7. Ability to analyse issues and recommend appropriate solutions.

8. Good interpersonal skills.

F. QUALIFICATIONS AND EXPERIENCE

A Masters degree in Law majoring in Intellectual Property Law or Corporate Law plus a Legal Education Certificate with a minimum of three (3) years' experience in a post at Grade 17.

OR

A Masters degree in Law majoring in Intellectual Property Law or Corporate Law

plus a Legal Education Certificate with a minimum of three (3) years' professional legal experience.

OR

A Bachelors degree in Law along with a certificate or diploma in Intellectual Property Law or Corporate Law and a Legal Education Certificate with a minimum of four (4) years' experience in a post at Grade 17.

G. SALARY AND ALLOWANCES

Basic salary is at the rate of EC 89,008.66 per annum plus the following allowances per annum:

Legal Allowance

Travel

Telephone

\$18,000.00

\$8,808.00

\$291.00

Salary and allowances are exempt from income tax.

Applications, accompanied by two (2) references and certified copies of documents pertaining to qualifications, should be addressed to:

The Secretary

Judicial and Legal Services Commission

2nd Floor, Heraldine Rock Building

The Waterfront

P.O. Box 1093

Castries

Saint Lucia, W.I.

to reach her no later than Friday, 11th July 2025.

NB:

Applications may also be submitted via email to jlsc@eccourts.org. Unsuitable candidates will not be acknowledged. Candidates meeting the minimum qualifications and experience may not be considered for an interview. Only the candidates with the best qualifications and experience will be shortlisted for interview.

27th May, 2025.

BY COMMAND

KATTIAN BARNWELL-SCOTT

Secretary to Cabinet

Prime Minister's Office

Prime Minister's Office

St. Vincent and the Grenadines.

9th July, 2025.

DEPARTMENTAL AND OTHER NOTICES

GOVERNMENT OF ST. VINCENT AND THE GRENADINES**MINISTRY OF EDUCATION AND NATIONAL RECONCILIATION****TVET DEVELOPMENT PROJECT****Lot 1 Rehabilitation of Food Preparation Lab of Kingstown Technical Institute.****MOEKT1061**

INVITATION TO BID – WORKS

The Government of St. Vincent and the Grenadines (GOSVG) has received financing from the Caribbean Development Bank (CDB) in an amount equivalent to USD 12 million towards the cost of the TVET Development Project and intends to apply a portion of the proceeds to eligible payments under this contract¹. Payment by CDB will be made only at the request of GOSVG and upon approval by CDB, and will be subject, in all respects, to the terms and conditions of the Loan Agreement. The Loan Agreement prohibits a withdrawal from the Loan Account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of CDB, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than GOSVG shall derive any rights from the Loan Agreement or have any claim to the proceeds of the Loan.

The Ministry of Education and National Reconciliation is the Executing Agency for the Project, and the Ministry of Education and National Reconciliation, is responsible for the overall implementation of the project. The Education Project Implementation Unit (EPIU) invites sealed bids from eligible and qualified bidders for **Rehabilitation of Food Preparation Lab of the Kingstown Technical Institute – Lot 1**. The works include, but may not be limited to the following:

Demolition of existing Food Preparation Lab, Fabrication and Installation of new cabinets and tables, installation of new windows and doors, installation of floor, wall and ceiling finishes and plumbing and mechanical installation and electrical works.

The bidding process is conducted according to the procedures specified in the Procurement Procedures for Projects Financed by CDB (January, 2021), as published on CDB's website and is open to all bidders from eligible countries.

Eligible countries are member countries of CDB². Bidders are advised to review the relevant eligibility criteria detailed in Section 4 and conflict of interest provisions in Section 5 of the Procurement Procedures for Projects Financed by CDB (January, 2021), as published on CDB's website.

Firms whether applying individually or in the form of a Joint Venture, shall:

- (a) be legally incorporated or otherwise organised in, and have their principal place of business in an Eligible Country;

¹ If prequalification is being invited for more than one contract, describe each contract and indicate whether Applications may be made for prequalification for one or more of the contracts.

² Occasionally contracts may be financed out of special programs that would further expand or restrict eligibility to a particular group of member countries. When this is the case, it should be mentioned in this paragraph.

Firms whether applying individually or in the form of a Joint Venture, shall:

- (a) be legally incorporated or otherwise organised in, and have their principal place of business in an Eligible Country;
- (b) be more than fifty (50) percent beneficially-owned by a citizen or citizens and/or a bona fide resident or residents of an Eligible Country, or by a body corporate or bodies meeting these requirements, as far as the ownership can be reasonably determined; and
- (c) shall have no arrangement and undertake not to make any arrangement whereby the majority of the financial benefits of the contract, i.e. more than fifty (50) percent of the value of the contract, will accrue or be paid to sub-contractors or sub-consultants that are not from an Eligible Country.

Eligible bidders will be required to submit full qualification information with their bids establishing their eligibility to bid and qualification to perform the contract if the bid is accepted.

Qualification requirements include, inter alia

- (a) an average annual turnover (defined as certified payments received for works in progress or completed) within the last [3] years of at least six hundred thousand United States dollars (USD600,000);
- (b) a demonstrable cash flow (including access to credit) **of one hundred and fifty thousand United States dollars (USD150,000.00);** and
- (c) experience as prime contractor in the construction of at least **two** assignments of a nature, scope and complexity comparable to the proposed project activity within the last **three** years (to comply with this requirement, works quoted should be at least 80 percent complete).

Bidding and qualification information are to be submitted in the English Language on the prescribed forms inserted in the Bid Documents. Submissions that do not provide the information required or that do not demonstrate the prospective supplier's ability to perform satisfactorily, will not qualify and will not be considered for further evaluation.

Bid documents will be available for first inspection at the first address below, from ***8:30 a.m. AST Monday July 14, 2025*** A complete set of Bidding documents (electronic format) will be provided on request by interested bidder. Requests may be made by personal application or in writing at epiu.svg@gmail.com & tscott@gov.vc Written applications must be clearly marked: ***“Request for Bid Documents for the Rehabilitation of Food Preparation Lab of Kingstown Technical Institute Project”***. The documents will be promptly dispatched, but under no circumstance will GOSVG ***or the Education Project Implementation Unit, Ministry of Education and National Reconciliation,*** be held responsible for late delivery or loss of the documents.

Hard copies of Bids must be submitted in sealed envelopes, with the name and address of the bidder, and be clearly marked ***“Bid for Supply of Rehabilitation of Food Preparation Lab of Kingstown Technical Institute Project”*** and must be delivered to the second address below no later than ***2 p.m. AST on Tuesday August 5, 2025***. Bids will be opened publicly immediately after the deadline for submission of bids, in the presence of Bidders' representatives who choose to attend at the second address below. Qualification information only must be submitted simultaneously to the third address below.

Each bid must be accompanied by Bid Security ***of XCD2,000.00.*** Late bids will be rejected.

GOSVG reserves the right to accept or reject any bid, and to annul the process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected prospective bidder(s) or any obligation to inform the affected prospective bidder(s) of the grounds for GOSVG ***action.*** GOSVG will not defray any costs incurred by any bidder in the preparation of bids.

<div>(1) Project Coordinator Education Project Implementation Unit First Floor Coreas Hazel Building Halifax Street Kingstown St. Vincent and the Grenadines Tel: 7844570178 Email: Epiu.svg@gmail.com/tscott@gov.vc</div>	<div>(2) The Chairman Central Procurement Board, Ministry of Finance and Economic Planning 2nd Floor Administrative Building Bay Street Kingstown St. Vincent and the Grenadines</div>
<div>(3) Caribbean Development Bank Tel: (+1246) 539-1600 Email: procurement@caribank.org</div>	

THE BUSINESS COMPANIES (AMENDMENT AND CONSOLIDATION) ACT,
CHAPTER 149 OF THE REVISED LAWS OF
SAINT VINCENT AND THE GRENADINES, 2009

EPIRO PROPERTY S.A. (No. 1488 CTD 2013)
(IN VOLUNTARY LIQUIDATION)

Pursuant to Section 167(4) of the Act, Notice is hereby given that the aforementioned Company has passed the relevant resolutions as required by the Act and:

1.

Is now in voluntary liquidation prior to being wound up and dissolved;
2.

Commenced its dissolution on the 2nd day of July 2025; AND
3.

Has duly appointed Mr. Pius Moos, Altgasse 21, Baar, Switzerland as Liquidator.

PIUS MOOS

Liquidator.

THE BUSINESS COMPANIES (AMENDMENT AND CONSOLIDATION) ACT,
CHAPTER 149 OF THE REVISED LAWS OF
SAINT VINCENT AND THE GRENADINES, 2009

MYANA BUSINESS LIMITED (No. 17962 BC 2009)
(IN VOLUNTARY LIQUIDATION)

Pursuant to Section 167(4) of the Act, Notice is hereby given that the aforementioned Company has passed the relevant resolutions as required by the Act and:

1.

Is now in voluntary liquidation prior to being wound up and dissolved;
2.

Commenced its dissolution on the 2nd day of July 2025; AND
3.

Has duly appointed Mr. Pius Moos, Altgasse 21, Baar, Switzerland as Liquidator.

PIUS MOOS

Liquidator.